Minutes Of The General Meeting Commenced
At 6:40pm On Thursday 21 February 2013

1. Welcome and Attendance

Attendees and apologies were entered in the attendance book.

Attendees: Dewayne Brown, Rosie O’Toole, Sally Waters, Lisa Morrison, Michele Brown, Robyn Rapson, Michael Holt, Brad Small, Ann Comiskey, Judy Parr

Apologies: Derek Broanda, Yvonne, Lesley, Paul McCallion, Amanda Carlon, Zena Carusi-Lees

Dewayne welcomed everyone to the meeting and thanked all for attending.

2. Minutes of Previous Meeting

Dewayne moved the motion to accept the Minutes of Meeting from 13 December 2012. Judy seconded. All in favour. Carried.

3. Business Arising from Previous Meeting

No business arising.

4. Correspondence

- Fundraising information for Mothers Day stall – Rosie to pass to Kirsti (Uniform Shop)
- P&C Qld – requesting annual insurance premium of $2,276.42 for period 1 March 2013 – 1 March 2014. This premium must be paid for the additional insurance requested for the fete to be valid.
5. **Sub-Committee Reports**

**Swimming Club:**
- Minutes: Report tabled from meeting by Judy
- Balance at Bank as at 31/01/13: $6798.55

(a) $154 auditor's fee still outstanding.  
(b) New families to take over previous exec who are all standing down  
(c) Lights in the toilets and tuckshop have blown again along with damage to the floodlights from the storms in January. I’ve emailed Lisa and it’s on the list for repair  
(d) trophies for Club Championships and Trophy night to cost $3300.

Judy moved a motion to authorise spending of $3300 for trophies. Dewayne seconded. All in favour. Carried.

**Tuckshop:**
- Minutes: No Report as no meeting due to family issues  
- Balance at Bank as at 1/02/13: $6828.82

(a) Bev suggested date for their election of exec for next week. Sally to contact Bev to discuss timing and notification of meeting election of Exec for this year to allow sufficient time for publication in newsletter

**Outside School Hours Care:**
- Minutes: Coordinator's Report tabled  
- Main Account Balance as at 31/01/03: $23,577.85  
- Special Account Balance as at 31/01/13: $32,922.73

(a) Slower vacation care in Jan than anticipated  
(b) Kathryn new employee, currently completing BEd  
(c) farewelled Casey who is now working as Yr 4 teacher at MWSS

6. **Other Activities**

**Uniform Shop**

No report tabled. Lap top is in use by Kirsti.

**School Banking**

No report tabled.

7. **Treasurer’s Report**

No report. Derek absent and all books at auditors.

| Bank balance as at 31st of January, 2013 | $31,630.88 |
8. **Principal’s Report**

The Principal’s Report for 21 February 2013 was tabled by Lisa Morrison (Principal), with specific points mentioned, as follows:

(a) Induction process very successful
(b) Active School Travel program needs parents on committee
(c) Successful in Community Gambling Fund grant for prep playground
(d) $110,000 to upgrade current identified facilities in need (MAR)
(e) Swimming School – Bayside Swim school in negotiations with school to coach at MWSS pool

9. **Fundraising**

Fundraising events coming up:
23rd March 2013 Easter Fiesta

Preparations are very busy and progressing well for the Easter Fiesta next month:

1) Donations calendar has been distributed via newsletter, Easter Fiesta website and electronic signs for donations needed this term.

2) Coffee machine booked, First Aider booked, Easter bunny confirmed.

3) Company donations & Sponsorship – Fantastic response from the wider community. Some fantastic prizes on offer for the Major Raffle and Cent Auction. **Silver Sponsors (over $500 worth)**: Due East restaurant & bar, Commonwealth Bank (tin money boxes distributed to all students – well received), Mantra Sun City, Paradise resort Gold Coast

4) Raffle tickets – books have been distributed to all school families. Tickets cost $2 each. If we sell all 300 books, we will raise $12,000, of which $1,000 will be used as first prize. Monies, stubs and unsold tickets to be returned by 1st March. Any unsold tickets will be distributed/sold on the day of the Fiesta

5) Great response for volunteers to man stalls from recent parent/staff meetings. Thank you Lisa. More volunteers required to fill the last few remaining spots. 8 external suppliers will also run stalls. Silky Oaks Child Care Centre will run Easter crafts kids zone.

6) Program of entertainment in 2 dedicated areas is being finalised. Great combination of school groups, dance, music, sports etc.

7) Activity declaration & Risk assessment has been submitted to Marsh insurance. Annual P&C insurance premium must be paid by 1st March to ensure coverage for the fete. Invoice for additional coverage for fete will then be sent out. We must obtain a Liability Certificate of Currency from all external suppliers, to ensure they hold their own adequate insurance cover.
8) Advertising – Posters and flyers are available for people to distribute. Need more volunteers to go out into local community and spread the word. Brisbane Child magazine will advertise Easter Fiesta in their March edition. Their online calendar (WebChild.com.au) has been updated with the details of the Easter Fiesta. Nova radio contacted but unable to attend.

9) Wynnum Police and Fire Stations have been invited to attend.

10) Lisa progressing MCs for the day.

11) Artist in residence has started working with students in readiness for creating portraits for the Art Gallery.

12) Gazebos/shades are being provided by Wynnum State High School, LJ Hooker, NAB, and Commonwealth Bank

13) Money team – floats for stalls and petty cash required on day.

12) Estimated outgoings attached. $ split by term.

Requested approval for the following expenditures:

(a) First Aid $236.50,
(b) Skip bin $420
(c) Ice $90
(d) Hessian for Art gallery $75.80,
(e) Flyers, posters, banners and raffle ticket stickers - amount to be reimbursed to Rosie $367
(f) Easter bunny costume hire $85
(g) Short Term Money Cover for increase to $20,000 for 22-25 March 2013, costs $136.57

Dewayne moved a motion to approve amount for fete, accept all sub-Committee reports and pay annual insurance premium. Sally seconded motion. All in favour. Carried.

10. **General Business**

   Nothing.

11. **Date of Next Meeting and Close**

   The next General P&C Meeting will be at 7:00pm in the Administration Block on Thursday, 21 March 2013 following the Annual General Meeting (6:30pm).

   Meeting closed at 7:30pm.

   **Sally Waters**  
   **P&C Assistant Secretary**